

## Emergency Response Deployment Guide and Check-In Instructions (Updated 08/12/15)

### **INTRODUCTION**

Region 8 reported approximately three million gallons of mine waste water was released into Cement Creek and the Animas River. The primary environmental concern is the pulse of contaminated water containing sediment and metals flowing as an orange-colored discharge into the Animas River that travels downstream through Durango, Colorado, and into New Mexico before entering the San Juan River near Farmington, NM. The San Juan River enters Utah. EPA Regions 8, 6 and 9 have entered into Area Command to address the release. R6 has setup its Incident Command (New Mexico Command) in Farmington, NM.

### **Pre-Mobilization**

Ensure that each of the line items below have been provided to you by the REOC or COOP personnel before deploying.

Prior to Deployment		
<b>REOC Will Provide</b>	Deployment Location and Duration	<input type="text"/>
	Work Assignment	<input type="text"/>
	Special Equipment needs	<input type="text"/>
	Specific Identification needs	<input type="text"/>
	Account Number for completing Travel	<input type="text"/>
	Logistics - Lodging and Transportation discussed and known	<input type="text"/>
	Personal items needed (cash, clothes, etc.)	<input type="text"/>
	Ensure R6 SHEM has cleared Traveler of safety requirements	<input type="text"/>

### **Essential Equipment for Mobilization**

Utilize **Attachment A** to assist you in determining which items you may need to bring with you according to the incident specific requirements.

### **Travel**

Travel Authorizations should be prepared by themselves or make arrangements to have their travel authorizations prepared for them. Please see the Hotel and Vehicle Assignment Sheet in Attachment A for hotel information. For CONCUR, please use the following ORG/Cross Funding Label on their TAs for travel:

Cross funding info: contact Patti Sonntag (x2213) or Claudia Hubbard (x8366)

DCN: LPN

Budget FY: 2015

Approp: T

Bud Org: 06L

PRC: 303DC6

Site: A6LS RS00

## Travel Checklist

**Travel**

Travel Authorization  
Transportation  
Lodging  
Security ID's/Badges


### Deploying to the Incident and Check-in

All EPA Region 6 employees responding to this incident are to proceed to Incident Check-In located at the EPA R6 Incident Command Post:

**605 E Apache St**

Farmington, NM 87401

Point of Contact: Gena Good (603-661-6243) [G.Good@WestonSolutions.com](mailto:G.Good@WestonSolutions.com)

Please review the Job Hazard Analysis found in **Attachment C** for information regarding travel to and from the Incident.

## Mobilization Check-in Process

**Check-in**

General - All Staff will report to the R6 ICP or Incident Check-in  
All personnel will complete check-in process  
Location Information Package  
Review and sign Health and Safety Plan  
Review procurement procedures (213 RR process)  
Review IAP and Sit Rep for situational awareness


### Finance Information

Personnel should bill their time in People Plus to accounting code that they used for their TA.

### Media Interactions

If approached while in the field, simply explain your current tasks and don't elaborate or speculate about the spill, U.S. EPA's policy, or investigative actions. If unsure or uncomfortable in responding, it is completely appropriate to refer the media or interested party to our Incident Commander (contact info in IAP). Additionally, EPA has set-up a Joint Information Center (JIC) to handle media inquiries.

**Gold King Mine JIC: 970-812-3351**

### Check Out Process

Strictly follow the Demobilization Checklist once you have completed your assigned rotation.

**ATTACHMENT A****Pre-Deployment Essential Items to Consider****CLOTHING**

1 or 2 WEEK SUPPLY OF SEASON-APPROPRIATE CLOTHING		SHORTS/SHIRTS	
STEEL TOED SHOES/SHANKS		ID CLOTHING	

**PERSONAL HYGIENE**

RAZOR		INSECT REPELLANT	
ALLERGY MEDICINE		DETERGENT	
ADVIL/TYLENOL		TOOTHBRUSH AND PASTE	
PRESCRIPTION MEDS		EAR PLUGS (for sleeping)	

**PERSONAL ID / FINANCE**

DRIVERS LICENSE		AUTO INSURANCE CARD	
GOVERNMENT ID		MEDICAL INSURANCE CARD	
OSC BADGE		MEDICAL BRACELETS/RINGS	
CERTIFICATE OF VACCINATIONS		INCIDENT ID	
CASH (2 WEEKS WORTH PER DIEM)		SMART CARD	
GOV TRAVEL CARD		GOV PURCHASE CARD	
CONVENIENCE CHECKS			

**IT / COMPUTERS**

LAPTOP		CELL PHONE CAR CHARGER	
LAPTOP CHARGER-CAR		CELL PHONE WALL CHARGER	
CAR POWER INVERTER-300 WATT		LAPTOP CHARGER-ROOM	
FIELD NOTEBOOK (Rite in the Rain)		THUMB DRIVE	
CELL PHONE		PENS/PENCILS	

**SAFETY**

OSC GEAR BAG		LAPTOP GPS	
HARD HAT		LEATHER WORK GLOVES	
EAR PLUGS		BINOCULARS	
SAFETY GLASSES		DOSIMETER	
SAFETY VEST		MOSQUITO HEAD NET	
STELL TOE BOOTS		MULTIPURPOSE TOOL/KNIFE	
METAL SHANKS OR FULL INSERT		FIRST AID KIT	
HAND HELD and/or VEHICLE GPS		SUNSCREEN	
INSECT REPELLENT		SUNGLASSES	

## ATTACHMENT B



**ATTACHMENT C****MOBILIZATION/DEMOBOLIZATION (DRIVING)****TASK HAZARD ANALYSIS (THA)****EPA REGION 6****Date: June 2007****Task Description**

This task hazard analysis refers the process of mobilizing and demobilizing personnel and equipment to complete response objectives including reconnaissance around the site. The primary hazard involves driving unfamiliar/large vehicles to destinations in areas that are unfamiliar to the driver. Due to the significance of the incident, many drivers may work extended hours which increases the risk of an accident. Workers will drive into areas with unknown debris, muddy/slick roads, and various other hazards.

<b>Chemical Hazards</b>	<b>Physical Hazards</b>	<b>Biological Hazards</b>	<b>Radiological Hazards</b>
-None anticipated	Electrical Hazards Driving Hazards Illumination (travel pre-dawn/post dusk) Parking (tight quarters) Inclement Weather Stress/Fatigue Heat/Cold Stress Structural Instability (buildings/roads) Fire Explosions	None anticipated	None anticipated

<b>Minimum PPE</b>	<b>Other Equipment</b>
None	First aid/BBP kit, Fire extinguisher, Cell phone, cell phone booster, Power Inverter Radio, Spare tire and fix-a-flat, Jumper cables, Water (minimum 1 bottle per hour planned to work), GPS, Map, Emergency Flares, Flash Light, spare batteries, Bottled water, nonperishable foods, such as granola bars and/or MREs, rain gear In cold climates a blanket/person, matches or lighters and towels, extra socks, and gloves.
Minimum Training	
Current Driver's License	

<b>Applicable FLD/ OSHA REGS</b>	<b>Safety Considerations</b>
<b>VEHICLE CHECK</b> Check condition of tires (properly inflated/tread). Supplies (map, cell phone/radio, spare tire, first aid kit, water, emergency rations). Full tank of fuel before departure. Avoid letting tank go below 2 full. <b>Travel with two or more vehicles if possible.</b>	
<b>DRIVING HAZARDS</b> Do not travel through unsecured areas without a buddy system in place. Travel only on established debris-free routes where possible. Check State Police website prior to travel to review closures and hazards. Use defensive driving techniques, follow the speed limit, wear seat belt and don't talk on the phone or read a map while you are driving. Watch for downed power lines and tress, do not drive under/over a downed power line or tree.	

Watch for debris on roads. Flats, pull off of the highway to change it or call for assistance.

Watch for structural damage to bridges and roadways.

Watch for falling glass around downtown buildings.

Watch for people or stray animals on roads

If traffic lights are out - treat the intersection like a 4-way stop.

Watch for and give right-of-way for emergency vehicles.

Travel only to debris laden areas with a 4x4 truck. Cars will only travel on established debris free roads.

**Traffic Jams:** Be Patient, Expect traffic delays. **If your car overheats** - never remove the radiator cap until the engine has thoroughly cooled!

### **DRIVING in Inclement WEATHER**

**Flooding:** When driving, **know the depth of water** before crossing. Be aware that the road bed may not be intact under the water. If the vehicle stalls, abandon it immediately; seek higher ground.

**Tornadoes:** Leave your vehicle, and go to a substantial shelter or lie flat in the nearest ditch, ravine, or culvert with your hands shielding your head.

**Skids:** Drive slowly, especially on curves. Do not brake hard or lock the wheels on wet surfaces.

In a skid, ease your foot off the gas, and carefully **steer into the skid**. This will bring the back end of your car in line with the front. Without ABS avoid using brakes. With ABS, brake firmly.

**Hydroplaning:** The water in front of your tires builds up faster than your car's weight can push it out of the way/car slides on a thin layer of water between the tires and the road. **Avoid puddles**, drive slow and check tires (properly inflated with good tread) to avoid hydroplaning.

When hydroplaning, **Do not brake or turn suddenly**. Ease your foot off the gas until you can feel the road again. Without ABS brake gently with light pumping action. With ABS, brake normally.

### **STRESS/FATIGUE**

**Get proper sleep prior to traveling.**

Follow work/rest ration 2:1; do not drive Fatigue dulls concentration and slows reaction time. If possible, take breaks to stretch your body. Drink plenty of water (it will be hot).

**ACCOUNTABILITY – ALWAYS let supervisors know when and where you are traveling.** CHECK IN or PHONE IN when you are expected to arrive.

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<b>Monitoring Procedures</b>	
None	